

RENTAL AGREEMENT

(I) (We) the undersigned lessee(s) agree to lease Gaineswood, 805 South Cedar Avenue, Demopolis, AL 36732:

Date _____

Name/Organization _____

*Contact Individual _____

Street Address _____

Mailing Address _____

City _____ State _____ Zip _____

Phone (H) _____ (W) _____

Type and Duration of Function:

_____ on _____,
(type of event) (day of week, date, month, year)
beginning at _____ ending at _____.
(time of day) (time of day)

Location of function:

_____ Exterior _____ Interior _____ Interior/Exterior

Duration of function:

_____ 8 hours or less _____ 8-12 hours _____ 12+hours _____ 2-4 days

Rental fee _____ Deposit received by _____ in the amount of _____

Paid By: Cash Check (please circle one)

Cancellations:

Made more than 30 days prior to the event will result in full refund of monies paid.

Made less than 30 days prior to the event will result in full forfeiture of monies paid.

_____ I agree to abide by the Gaineswood Site Use Policy. I understand my refundable site rental deposit must accompany this completed Site Rental Agreement form to secure the rental. I understand that the total site rental fee is due three (3) days before the event. I understand that failure to conclude the rental AND vacate Gaineswood before the specified ending time WILL result in a minimum overtime fee of \$200 per hour. Furthermore, I realize any matter requiring the presence or attention of site staff outside of the pre-approved time period(s) of the rental or normal operating hours WILL result in a minimum overtime rental charge of \$200.

Approval _____ Matt Hartzell (Historic Site Director)

***For weddings only, the renter MUST also provide the name and contact information for the director so that any problems can be addressed in the absence of the primary lessee(s).**